



AMBASSADOR

BUILDING MAINTENANCE *Ltd.*

ZERO TOLERANCE

WORKPLACE VIOLENCE AND HARASSMENT STATEMENT

Ambassador Building Maintenance (ABM) is committed to providing a work environment that is free from acts of violence, threats of violence or harassment. The Company, in keeping with this commitment, has established a policies that provides “zero tolerance” for actual or threatened violence or harassment against team members, clients, visitors, or any other persons who are either on our premises or have contact with any member of the Ambassador Building Maintenance team in the course of their duties. A work environment free from violence or harassment is everyone’s responsibility. It is therefore essential that each person understands the importance of a safe and secure workplace free of discriminatory or prohibited harassment.

ABM has established preventative measures and practices in order to promote compliance with this policy and to maximize our efforts to provide a safe and secure workplace that is free from violence or harassment based on an individual’s sex, race, colour, national origin, age, religion, height, weight, marital status, gender identity and gender expression or handicap. These measures and practices include programs to train and retrain team members as appropriate to ensure compliance with the legislation and best practices relative to workplace violence and harassment prevention.

Every specific or implied verbal or physical threat of violence, act of violence or harassment must be treated seriously and reported to your Supervisor, a member of the Management Team or the Policy Coordinator (Bill Taylor) for appropriate and effective corrective measures.

A person will not be discriminated against or retaliated against as a result of him or her making a truthful complaint or report about a credible threat of violence or harassment made against themselves, their family members, other team members and any visitor, client or other persons in the workplace.

Full cooperation by all team members is necessary for Ambassador Building Maintenance to accomplish its’ goal of maximizing the security, safety and well being of all personnel. Any questions regarding a person’s obligations under this policy should be directed to your Supervisor, a member of the Management Team or the Policy Coordinator (Bill Taylor).